

Arcadia Village Council Meeting Minutes January 12th, 2026

Arcadia Village Council met for a regular session on January 12th, 2026, at the Town Hall, located at 104 South Gibson Street, Arcadia, Ohio, at 7:00 P.M. Mayor Brian Fink called the meeting to order. All present recited the Pledge of Allegiance to the Flag.

Roll Call Attendance: Mayor; Brian Fink. Voting Council Members: Angela Kimble, Jennifer Bowman, Stephanie Balderson, Carol McDonald, Shelley Hill, and Jeff Hanna. John Filkins, Solicitor and Fiscal Officer, and Amie Clouse were present.

Residents in Attendance: Vi Fink, Karen Hanna, Vicki Simon, Nathan Simon, Michelle Hengsteler, Nan Boone, Carol Berning, Tom Ducat, Chester Balderson, Teresa Margraf, Simone Jacomet, Guy Johnson, Rhonda Dingelstedt, Craig Moore, and Michelle Santa Cruz.

Guests in Attendance: no guests in attendance

Reorganizational: Mayor Brian Fink presented the council with the committees they can be part of: finance, infrastructure, and PRPR. He began with the PRPR (public relations, parks, and recreation) committee. Committees are as follows:

PRPR Committee: Jeff Hanna, Carol McDonald, and Jennifer Bowman.

Finance Committee: Stephanie Balderson, Shelley Hill, and Angela Kimble.

Infrastructure Committee: Jeff Hanna, Carol McDonald, and Shelley Hill.

Stephanie Balderson nominated Jeff Hanna as council president. Mr. Hanna accepted the nomination. No other nominations were presented. All members of the council agreed and accepted Mr. Hanna as president of the council.

Mayor Fink asked if the council was ok with the current time and date for the council meetings in 2026. Everyone agreed to keep the time and date the same.

Minutes: Mayor Brian Fink asked for a motion to forgo the reading of the December 8th, 2025, minutes. Carol McDonald had a question about the minutes. She inquired about a motion that was made in the December meeting to reappropriate funds in the Heart and Soul Fund. Mrs. McDonald asked if the funds that were moved were from the Heart and Soul fund or another fund. Mrs. Clouse explained that the move of funds was within the Heart and Soul fund, and no other fund was affected. Mrs. Clouse further explained the rules and explained why she needed legislation for the reappropriations in the December meeting. Jeff Hanna proposed some minor corrections, Mrs. to Mr. He also noted that the second motion to come out of executive session was listed as Rhonda Jennifer Bowman. Mrs. Clouse will make the corrections. Stephanie Balderson made a motion to forgo the reading of the December 8th, 2025, minutes with corrections. Carol McDonald seconded the motion. Roll call 6-0. All in favor. Motion passes.

Mayor Fink asked for a motion to accept the December 8th minutes with corrections. Shelley Hill made a motion to accept the December 8th, 2025, minutes. Carol McDonald seconded the motion. Roll call vote 6-0. All in favor, motion carried.

Mayor Brian Fink asked for a motion to forgo the reading of the December 11th, 2025, minutes. Carol McDonald had a question about someone stating that Jim Margraf could help, but it was not in the minutes. She further asked if the minutes only need to summarize the meeting and not detail everything. Amie Clouse confirmed that it was true. Jeff Hanna made a motion to forgo the reading of the December 11th, 2025, minutes. Carol McDonald seconded the motion. Roll call 6-0. All in favor. Motion passes.

Mayor Fink asked for a motion to accept the December 11th minutes. Angela Kimble made a motion to accept the December 11th, 2025, minutes. Jennifer Bowman seconded the motion. Roll call vote 6-0. All in favor, motion carried.

Bills: Mayor Fink asked for a motion to pay the December bills. Angela Kimble made a motion to pay the bills. Jennifer Bowman seconded the motion. All in favor. Roll call vote 6-0. Motion carried.

Resident Concerns: Tom Ducat was in attendance to inform the council that 300 Fremont Street has a large hopper that is causing cars to be parked in the alley way that make it difficult to get through. Mr. Ducat was concerned about the safety of the situation if emergency vehicles need access. Mayor Fink stated that he would look into it.

Teresa Margraf was in attendance to inform the council of the meeting at the commissioner's office regarding the street and utility easement at the Red Hawk development. Mayor Fink asked to clarify what Mrs. Margraf was referring to and then explained Jeff Hanna will address this in old business.

Vicki Simon congratulated the new council members. She hoped for a better year going forward. She stated she was disappointed that council members were not sworn in at the current council meeting, as she believed it could have brought the community together. Jennifer Bowman stated she was not aware this had happened. Mrs. Simon asked Mayor Fink what he would like to do for the Village of Arcadia. Mayor Fink explained that he is still working on getting the dilapidated building down. He also explained that he wanted to work on some of the old ordinances and update them. Also looking into the sidewalks and moving forward in a positive fashion. Mrs. Simon also asked about the dumpster and storage pod in the alleyway by Lonnie Moses' property. She explained that Mr. Ducat parks there, and this was brought up in October 2025. She asked for an update. Mayor Fink explained that he and Chester Balderson were going to speak with Mr. Moses. When Mayor Fink called, Mr. Moses explained that he was bedridden. Mrs. Simon recommended calling the trash company to remove the dumpster. Mayor Fink explained that he will address the issue.

Michelle Hengsteler, Lion's Club President, was in attendance to ask the council if the village would include the parking lot at the park when they are plowing snow. Mr. Bowman previously did so. She spoke with Jason Mattox, and he stated that he would be willing to do so but would like to get the approval from the council first. The council all agreed this will be acceptable to have the village plow the parking lot at the Lion's Club and community park.

Rhonda Dingelstedt asked Mayor Fink to clarify the Ordinances that he would like to work on. Mayor Fink responded to the trash and vehicle Ordinances, and explained they are from the 80's and 90's.

Guy Johnson was in attendance to inform the council that his renter on South Main Street had been removed, leaving him with past due rent that the renter did not pay. Mr. Johnson also informed the council of a utility bill that was owed by the renter. Mr. Johnson explained that he did not believe that he should be responsible for all of the past due amount, as he should have been notified, and that the utilities should have been disconnected before the bill accumulated to this amount. Mr. Johnson is willing to pay the amount due up to the point that the renter should have been disconnected, but would like the council to forgive the additional amount. Mrs. Clouse explained that Mr. Bowman was trying to work with utility customers and allowed them to go without paying. She explained that the policy is to turn off the utilities when not paid, approximately 3 weeks after the original due date. Mr. Johnson was not informed of the past due amount until the utilities were to be shut off. Mrs. Clouse explained that typically, the past due does not accumulate to this amount. Mrs. Clouse also explained that she kept the administrator informed of the situation with Mr. Johnson's renter and that he was the final decision, not her. Mr. Hanna stated that a letter should be sent to owners every month when renters do not pay on time. Mrs. Clouse explained that this is an unusual situation, and bills do not accumulate to this level of past due amounts Mrs. Clouse explained that if the utilities need to be shut off, she does call the owner beforehand to see how they would like to address the problem. Mrs. Clouse explained that the residents who are renters who pay their utilities late every month still pay them every month. She believes that sending owners a monthly report stating that their renter pays late but doesn't get shut off is unnecessary. Shelley Hill

acknowledged Teresa Margraf. Mrs. Margraf asked if any accounts were assessed to the auditor in August. Mrs. Clouse explained that she did not have any accounts at that time that would be assessed by the auditor, including this renter. She further asked for more information about the report that stated no one was shut off from the administrator.

Mrs. Clouse explained to the council that if Hancock Wood turns off electric utilities, pulls a meter, the village is billed approximately \$700. Mr. Bowman did not feel comfortable doing this work himself and did not want Jim Brown to help with electricity. Mrs. Clouse spoke with Mr. Brown about what type of work he would be willing to do for the village. He explains that he makes \$58.00 for high-power work in McComb. He would be willing to change fuses for this amount. He also agreed to do other electric work, like pulling meters or other electrical needs, for the \$30 that he is currently paid. Mrs. Clouse then referred to Mr. Hanna as he was previously an administrator at the village. Mrs. Clouse asked Mr. Hanna to confirm that changing a meter or changing a fuse was a minimal risk. Mrs. Clouse confirmed with Mr. Hanna that it was not without risk, but the risk is minimal. Mr. Hanna confirmed this and explained that Mr. Brown helped him while he was the administrator. Mr. Hanna also explained that the village used AMP for bigger projects that could be scheduled. He also explained that the village should have the safety equipment. Mr. Hanna expressed that he did not believe the village should be working with Hancock Wood and that the village should be working with AEP instead. Mrs. Clouse explained that the village has a relationship with Hancock Wood where they have helped the village, and the village has also helped them. Mr. Hanna was not aware of this, but explained a situation with another electric company that was not willing to work with the village during an emergency. Shelley Hill asked a question about insurance and liability if Mr. Brown is injured while working with electricity. Mrs. Clouse did not have an answer to that question. Mrs. Clouse then referred to Mr. Hanna for an opinion on the risk of changing meters and fuses. Mr. Hanna agreed. Mrs. Clouse confirmed she only wanted to use Mr. Brown for pulling meters or changing a fuse. Mrs. Clouse would still like to use Hancock Wood for other projects related to the high-power lines. Tim Kimble explained that he was trained as a volunteer firefighter not to pull the electric meter, as it could be like a bomb. Mrs. Margraf asked Mr. Hanna if Dave Noel, a previous administrator, was ever certified for high power. Mr. Hanna explained that Mr. Noel was not certified. Mr. Hanna took some classes with AMP, but he was not certified. Carol McDonald made a motion to hire Jim Brown to change out the electric meters. Jeff Hanna seconded the motion. Roll call, 6-0. All in favor, motion carried. Jeff Hanna made a motion to pay Jim Brown to change out fuses. Carol McDonald seconded the motion. Roll call, 6-0. All in favor, motion carried. Stephanie Balderson made a motion to pay Jim Brown \$58 an hour to change fuses/ work on high power lines. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried.

Guest Concerns: no guest concerns

Administrator Report: No administrator to provide a report.

Mayor Fink spoke to the applications the village had received for the administrator position. He explained that 7 of the applicants were possibilities. And that one of the applicants had experience working in a municipality and had water licenses and certifications. He explained that interviews would begin soon.

Fiscal Officers Report: Amie Clouse prepared the following reports for the council: Appropriation Status, Revenue Status, Cash Summary by Fund, and the monthly fund balance. She also provided a Cash Summary by Fund for all of 2025. She further reviewed the document with the beginning and ending balances of all of the funds.

<u>For December</u>	<u>Beginning Balance</u>	<u>Ending Balance</u>
General fund:	\$437,982.93	\$442,748.17
Streets:	\$211,438.63	\$173,794.07
Highway:	\$17,595.37	\$17,841.94
Storm Sewer:	\$143,052.74	\$143,052.74
Permissive Tax:	\$11,804.09	\$12,014.09
ARPA Coronavirus:	\$9,730.89	\$0.00
Heart and Soul:	\$45,443.35	\$36,841.84
Water:	\$264,554.41	\$283,964.80
Sanitary Sewer:	\$244,968.76	\$247,680.34
Electric:	\$986,711.52	\$992,652.66
Enterprise Deposits:	\$18,831.90	\$19,531.90
Enterprise Improvement:	\$124,823.18	\$125,905.97

Mrs. Clouse presented to the council that Angela Kimble would like to be the new signer for checks. Rhonda Dingelstedt was previously the person who signed checks. Council agreed. Mrs. Clouse also informed the new council members of a class that they could attend for new council members if they were interested. She will email the new members this information. She also informed the new council members that they will need to take public records training within the first year of their term. Mrs. Clouse will email them the information on this as well. Mrs. Clouse explained that she will give the new members time to complete this training, as they were interested in doing so. If the training is not completed later in the year, she can attend training on their behalf to complete the requirements of the state. Members will still be able to attend training even if Mrs. Clouse attends on their behalf.

Mayor Report: Mayor Brian Fink explained that he was contacted by the EPA about a meeting about the village's water quality. Mayor Fink presented the council with the information that the EPA provided him. He sent the information to Mr. Hanna and asked him to present the information and violations to the council. He reported that the Ohio EPA, Mayor Brian Fink, and Chris Basinger, the Operator of Records, met to discuss Arcadia's recent TTHM, MCL violation; outstanding consumer confidence report violation; implications of continued non-compliance; OEPA enforcement process; and the village's plan to return to compliance. Mr. Hanna reviewed the information detailing new requirements, old violations, and actions. The village included a new testing area before the master meter, before the Village of Arcadia's booster/pump station. Mr. Hanna also reviewed testing schedules, the TTHM results, and information about testing and results. Mr. Hanna asked if additional testing would be beneficial. Mrs. Clouse explained that a new testing site was added to the quarterly testing to determine what the TTHM levels look like before they arrive at the village booster station. She asked Mayor Fink if, in the meeting, the EPA was going to monitor the levels to determine what the next steps should be. He agreed and explained that Mr. Basinger will be completing our quarterly testing. Mayor Fink also explained that the aeration system stops working when the village experiences a power failure. Mrs. Clouse explained that this is a problem that has been looked into several times. Mayor Fink recommended checking to see if an alarm can be added to the Scada system that would notify the village if the aeration system is not operating. Ms. Bowman asked when the village is required to send out a notice. Mrs. Clouse explained that the notice is determined on a running average of the last 3 quarters' results. If this average is above the .080 for TTHMs, a notice will be sent out. Mr. Hanna was concerned with the TTHM levels before they reached the Arcadia water system. Mayor Fink explained that the EPA explained that if the levels are high coming into the village, Fostoria will bear some of the responsibility and may also be required to make some changes. Nathan Simon asked why the village doesn't just sell the water system to the District. He asked what would be the downfall to making this decision. Mrs. Clouse explained it would be the cost to residents. Mr. Simon explained that his mom gets this water and thinks it's good water and isn't that expensive. Mrs. Clouse asked to see a bill from the District to make a comparison. Mayor Fink stated that a representative from the District was

also in the meeting, and they explained that the rates would go up, but the District representative did not think it would go up very much.

Solicitor Report: John Filkins reported that he was going to speak about the meeting at the commissioner's office. He explained that he would wait until Mr. Hanna reports on the subject.

Building Inspector: Nothing to report

Old Business: Mrs. Clouse explained that she sent in the quote for the security camera installation, and they would be contacting her soon to install them. She also explained that Andy Fisher from Hancock Wood would be at the February meeting to explain the reclosure to new council members.

Jeff Hanna reminded the council that lots were purchased from the Red Hawk Development that would have generated \$230,00.00 from individual lots in this section of the development. He explained that the village water main runs through the section that was purchased. He explained that Mr. Filkins sent a letter to the new property owners to inform them to stay clear of the utility easement for the water main. Mr. Hanna reported that in the legal notices in the newspaper explaining that the property owners were having a meeting with the commissioners to ask to vacate the roadways on January 15, 2026. Mr. Hanna spoke with Mr. Hunker from the commissioner's office to make him aware of the utilities in this area. He also explained that January 13 would be a viewing of the area proposed. Mr. Hanna will attend this viewing as well as the meeting on the 15th. Shelley Hill acknowledged that Teresa Margraf wanted to speak. Mrs. Margraf wanted to remind the council that the village litigated the developers of Red Hawk and spent \$112,000.00 doing so. She explained that the court-ordered compromise was that the tap fees would cost \$10,000.00 to repay the debt due to the developers not fulfilling the agreement. She also explained that the development has also cost the village due to problems with the TTHM levels and needing to install the aeration system. She also mentioned that when Red Hawk residents ask about the \$10,000 tap fee, they need to remember that the village is still paying the debt for the water line coming from Fostoria to Arcadia and then to Red Hawk. She was concerned about losing the revenue from the lots that are in the area in question. Carol McDonald thanked Mr. Hanna for going to the meeting. Mr. Filkins will also be attending the meeting on Thursday at the commissioner's office.

New Business: Mrs. Clouse explained that Denny Holman presented her with a quote to resurface County Road 254 in the village, and the village portion of the project would be around \$37,000. This road belongs to the village and the township. Mr. Holman spoke to Mayor Fink about the project. Mrs. Clouse explained that this could be a project that is submitted to the county program for a reduced cost.

Mayor Fink asked for a motion to remove the blink cameras because they are not suitable for this environment, and to rescind the Ordinance that allows them to be here. He explained that he no longer knows who has access to them. John Filkins explained that he knew and that Mrs. Clouse is the only one who has access to the cameras. Mayor Fink explained that he still wanted them removed until the new cameras arrive. Mr. Filkins explained that the ordinance had just passed. Mrs. Balderson had concerns about when utility collections are taking place, as there is a lot of money in the office. She also had concerns about money that may go missing or money that shows up in a drawer. Mrs. Balderson explained that she had dropped off utility payments when she was in the office getting sworn in. Mrs. Balderson explained that if her payment came up missing, she would like to know what happened to it. Michelle Hengsteler explained that she has been working for the village when a customer has come into the office very upset about their bill and gotten quite loud, and it is a good thing to have cameras in the office. Mayor Fink asked if the council was ok leaving the cameras up, and they agreed.

Vicki Simon asked about a deer carcass that was in a resident's yard. Mayor Fink explained that Mrs. Clouse just informed him.

Mayor Fink asked for a motion to go into executive session and include everyone at the table.

Executive Session: Mayor Fink asked for a motion to go into executive session and include everyone at the table. Jeff Hanna made the motions. Shelley seconded the motion. All in favor. Roll call, 6-0. Motion carried. The executive session started at 8:12 p.m.

Angela Kimble made a motion to come out of executive session. Jennifer Bowman seconded the motion. Roll call, 6-0. All in favor, motion carried. The executive session ended at 8:43 p.m. Mayor Brian Fink asked for a motion to sever the contract with solicitor John Filkins and pay out his contract. And to allow the contract to remain until the end of January 2026. And to pay his contract in a lump sum at this time.

Mrs. Simon asked the council to explain the lump sum payment. Mr. Filkins explained that his contract was renewed in December, and the contract will be paid out for 2 years. Mrs. Simon asked if she could ask why the village was removing the solicitor.

Mayor Fink asked for a motion. Carol McDonald made the motion Shelley Hill seconded the motion. Roll call, 3-3. Tie Mayor Fink votes yes. Motion carried.

Carol McDonald passed out information to the council to consider at the next council meeting.

Adjourn: Mayor Brian Fink asked for a motion to adjourn. Angela Kimble made the motion to adjourn the meeting. Jennifer Bowman seconded the motion. Roll call 6-0. All in favor, the meeting was adjourned at 8:46 p.m.

Fiscal Officer, Amie Clouse

Mayor Brian Fink